

SPECIAL REPORT

Standards for hospital libraries 2002 with 2004 revisions*

By Robin Ackley Hassig
rhassig@wsc.ma.edu
Chair

Leeni Balogh
leeni.balogh@kp.org

Margaret Bandy
bandym@exempla.org

Jacqueline Donaldson Doyle
Jacque.Doyle@BannerHealth.com

Jeannine Cyr Gluck
jgluck@echm.org

Katherine Lois Lindner
kathy.lindner@hotmail.com

Barbara Reich
breich@hmed.com

Douglas Varner
doug_sf@yahoo.com

Standards Committee
Hospital Libraries Section
Medical Library Association

After the publication of the "Standards for Hospital Libraries 2002," the Board of Directors of the Medical Library Association recommended that the Standards Committee of the Hospital Libraries Section continually evaluate the standards and revise them as necessary. The 2004 revisions, printed below, include an expansion of standard 6, a glossary definition of "library," and updates to the bibliography. The expanded standard 6 defines appropriate resources, technology, and services that must be provided. The updates to the bibliography include the latest edition of the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) Comprehensive Accreditation Manual for Hospitals, the MLA policy statement on the role of expert searching in health sciences libraries, and updates of some Website addresses. Although the Brandon/Hill selected lists are no longer being revised, the committee decided to retain that reference at this time but will evaluate its continued usefulness in later revisions. The complete "Standards for Hospital Libraries 2002 with 2004 Revisions" are available

* Revision of: GLUCK JC, HASSIG RA, BALOGH L, BANDY M, DOYLE JD, KRONENFELD MR, LINDNER KL, MURRAY K, PETERSEN JA, RAND DC. Standards for hospital libraries 2002. J Med Libr Assoc 2002 Oct;90(4):465-72.

in their entirety on the Hospital Libraries Section Website <<http://hls.mlanet.org>>.

The revisions were approved by the members of the Hospital Libraries Section during MLA '04 in Washington, DC. They were subsequently approved by Section Council and received final approval from the MLA Board of Directors in September 2004.

STANDARD 6

The librarian provides evidence of an ongoing assessment of the knowledge-based information needs of the organization and the development and implementation of a plan to provide appropriate resources, services, and technology to meet those identified needs.

Intent. The librarian uses a variety of tools and techniques, both formal and informal, to assess the knowledge-based information (KBI) needs of the hospital and medical staff. The needs assessment should address the timeliness of information services and document delivery. In response, resources and services are made available to meet those identified needs. Techniques may include, but are not limited to: focus groups, surveys, analysis of usage patterns, budget and strategic planning, inventory of collections, and one-on-one conversations with health care leaders regarding clinical and organizational information needs.

Tools to be used include recognized guidelines, standards, lists of recommended resources, and benchmarking resources appropriate to the size and scope of the organization. Examples include MLA's benchmarking survey, the "Brandon/Hill Selected List of Print Books and Journals for the Small Medical Library," and other recognized resource guides for health sciences specialties.†

Resources, technology, and services that must be provided include:

- convenient access to expert searching
- a current and authoritative collection of print, electronic, and multimedia resources for the timely provision of KBI and a plan to provide access to KBI during times when electronic systems are unavailable
- appropriate technology to enable the use of these information resources
- a catalog or database and taxonomy to efficiently locate materials
- resource sharing agreements and membership in library and information consortia to enable efficient provision of materials not directly accessible

APPENDIX C

Glossary‡

Library: A comprehensive selection of services and resources, which are tailored to meet the information

† The following is the expanded information for standard 6.

‡ The following is the additional entry to the glossary.

needs of a specific user group, organized for ease of access, and under the direction of a qualified librarian.

APPENDIX D

Bibliography

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§ Entries marked with the section symbol are new or updated entries to the bibliography.